



Staff Report

File #: REPORT 17-0521, Version: 1

**Honorable Mayor and Members of the Hermosa Beach City Council
Regular Meeting of September 12, 2017**

**AWARD OF PROFESSIONAL SERVICES AGREEMENT TO
TETRA TECH, INC. FOR PROFESSIONAL ENGINEERING DESIGN
SERVICES FOR THE GREENBELT INFILTRATION PROJECT
(Environmental Analyst Kristy Morris)**

Recommended Action:

It is recommended that City Council:

1. Award a Professional Services Agreement (PSA) to Tetra Tech, Inc., in the amount of \$700,764 for the professional engineering design of the Greenbelt Infiltration Project;
2. Authorize the Mayor to execute and the City Clerk to attest the attached Professional Services Agreement subject to approval by the City Attorney; and,
3. Approve estimated revenue of \$1,134,085.45 for the design phase from the following sources: \$400,000 grant revenue from the Storm Water Grant Program, \$21,240.90 reimbursement from the City of Manhattan Beach, \$431,615.05 reimbursement from the City of Redondo Beach, and \$281,229.50 from the City of Torrance. Appropriate \$1,134,085.45 in the Grant Fund for CIP 16-542.

Background:

Effective December 28, 2012, the National Pollutant Discharge Elimination System Permit (NPDES) identifies conditions, requirements and programs that municipalities must comply with to protect regional water resources from adverse impacts associated with pollutants in stormwater and urban run-off. The Permit includes requirements for Enhanced Watershed Management Plans (EWMP) to be prepared to determine Best Management Practices (BMP) projects and programs needed to comply with applicable Total Maximum Daily Loads (TMDL).

The cities of Hermosa Beach, Torrance, Redondo Beach, Manhattan Beach and the Los Angeles County Flood Control District formed the Beach Cities Group to develop an EWMP to comply with the Board's 2012 NPDES Permit and compliance with Santa Monica Bay Beaches Bacteria (SMBBB) TMDL and Santa Monica Bay Toxics TMDL. The Beach Cities EWMP was submitted to the Los Angeles Regional Water Quality Control Board (Regional Board) on February 9, 2016 and was approved by the Executive Officer of the Regional Board via a letter dated April 18, 2016 (EWMP Approval Letter). The Beach Cities Group was directed by the Executive Officer of the Regional Board to begin implementation of the EWMP immediately including all actions per associated schedules.

The Hermosa Beach Greenbelt Infiltration project (Hermosa Greenbelt project) is the highest priority joint

regional structural project identified within the Herondo Drain Watershed (SMB 6-01 analysis region) of the Beach Cities EWMP area. The Herondo Drain Watershed discharges directly to Santa Monica Bay at the southern border of the City of Hermosa Beach and is a chronic source of elevated bacteria levels in receiving waters (Attachment 1). The City of Hermosa Beach in partnership with the other Beach Cities EWMP parties submitted a successful application to the State Water Resources Control Board (SWRCB) Division of Financial Assistance under the Water Quality, Supply and Infrastructure Improvement Act of 2014 Storm Water Grant Program Round 1 Implementation funding (Prop 1 Stormwater Implementation Grant) for the design and construction of the Hermosa Greenbelt project. The SWRCB notified the city of the award of Prop 1 Stormwater Implementation Grant funding via a letter dated December 20, 2016.

The awarded Prop 1 Stormwater Implementation Grant amount of \$3,099,400 represents approximately one half of the estimated total project cost of \$7,336,180 and as such the balance of the total project cost must be provided as local matching funds. The City of Hermosa Beach is the lead agency for the design and construction of the project and the other parties will contribute a proportionate share of the local matching funds. On August 22, 2017, Council approved a Memorandum of Understanding (MOU) with the cities of Manhattan Beach, Redondo Beach and Torrance (excluding Los Angeles County) that establishes the terms and conditions for design, administration and cost sharing. A separate MOU is proposed for the construction costs once the design is complete.

The City of Hermosa Beach's share for design costs is \$115,550.50 (13.6%) and the current estimate for the City of Hermosa Beach share of construction costs is \$460,651.59, for a total project budget of \$576,202.09. Additional information on the cost sharing formula shown below and the MOU is provided in the August 22, 2017 staff report (attached).

Party	Percent Responsibility as shown in Table A-1	FY17-18 Design Phase Costs	FY18-19 Construction Phase	Total Cost
Hermosa Beach	13.6%	\$ 115,550.50	\$ 460,651.59	\$ 576,202.09
Manhattan Beach	2.5%	\$ 21,240.90	\$ 84,678.60	\$ 105,919.50
Redondo Beach	50.8%	\$ 431,615.05	\$ 1,720,669.18	\$ 2,152,284.23
Torrance	33.1%	\$ 281,229.50	\$ 1,121,144.68	\$ 1,402,374.18
Total Cost Distributed among Parties	100.0%	\$ 849,635.95	\$ 3,387,144.05	\$ 4,236,780.00
Prop 1 Stormwater Implementation Grant Award		\$400,000	\$2,699,400	\$3,099,400

Analysis:

On April 6, 2017, staff issued a request for proposals (RFP) for professional engineering design services for the Greenbelt infiltration project (Attachment 2). Four (4) proposals were received by the April 27, 2017 submission deadline and are shown below.

RFP 17-04 Design Services for the Hermosa Beach Greenbelt Infiltration Project	
Name of the Company	Cost
ADAMS STREETER	\$223,272
CWE	\$596,046
TETRA TECH	\$773,325
GEOSYNTEC	\$896,680

Beach Cities EWMP staff and the city's stormwater consultant reviewed the proposals and selected two (2) firms, CWE and Tetra Tech, Inc. to interview on May 16, 2017. Adams Streeter, the lowest cost proposal, did not meet the minimum qualifications of the RFP and Geosyntec's cost proposal was higher than the other two (2) proposals for similar services. The interview panel comprised of the city's Public Works Director, Deputy City Engineer, Environmental Analyst, Public Works Superintendent, and engineering staff from the cities of Torrance and Redondo Beach discussed the project approach with representatives from each of the aforementioned firms. Each firm was qualified and demonstrated experience with similar projects and the panel selected Tetra Tech, Inc. based on references and the most competitive cost-proposal for Task 1. The RFP requested firms to provide proposals for required services (Task 1) including planning, design, engineering, environmental and construction management services, as well as optional services (Task 2) including monitoring, modelling and education and outreach. The costs shown in the table above are for all proposed services.

Prior to executing the professional services agreement (Attachment 3), staff requested additional information, clarification and edits to the cost estimate and schedule (Attachment 4). Staff is recommending the City award the professional services agreement for the professional engineering design of the Greenbelt Infiltration Project to Tetra tech Inc for a contract amount of \$700,764. The City will serve the lead agency for the design and construction of the project and the other Beach Cities EWMP parties will contribute a proportionate share of the local matching funds in accordance with the cost-sharing MOU (August 22, 2017).

Fiscal Implications:

The approved MOU for cost-sharing the design phase costs estimated \$849,635.95 for design costs which was higher than the actual cost obtained for the design services. The PSA to Tetra Tech, Inc. will be for a contract amount of \$700,764, of which the City of Hermosa Beach's share for design costs is \$115,550.50 (13.6%).

Funds to cover the City's portion of the design costs are available from CIP 16-542 Stormwater/ Urban Run-off Diversion Project on the Greenbelt which consist of \$180,000 from Capital Improvement Funds approved in FY 2017-18 (Account No. 301-8542-4201) for design and engineering costs.

Attachments:

1. Location and Description of the Greenbelt Infiltration Project
2. RFP for Professional Engineering Design Services
3. Professional Services Agreement
4. Cost Estimate and Schedule
5. August 22, 2017 staff report

Respectfully Submitted by: Kristy Morris, Environmental Analyst

Concur: Lucho Rodriguez, P.E., Acting Director of Public Works

Noted for Fiscal Impact: Viki Copeland, Finance Director

Legal Review: Mike Jenkins, City Attorney

Approved: Sergio Gonzalez, City Manager